

Student _____

CS NAME CHECK COURSE

PRE-COURSE QUESTIONNAIRE

Please insert the letter "T" in the parenthesis in the column "true" if your answer is "true". Insert the letter "F" in the column "false" if your answer is false. Except for questions 3 and 5, only the (T) or (F) answer is required. If you wish to amplify upon your response, use the back of the paper and key your answer to the question number. You will find it easier to answer the questions if you read all the questions first and then go over the questionnaire again to enter your response.

- | | True | False |
|---|------|-------|
| 1. I am now engaged in work which requires me to perform name checks. | () | () |
| 2. I anticipate that my immediate future assignment will require me to perform name checks. | () | () |
| 3. I am not now engaged, and I do not expect to be engaged, in name check work in the future. | () | () |

I am taking this course because: _____

(If your answer to question 3 was (T) you may stop here.)

4. (Your response to the following should be based either upon your present job assignment or your understanding of the requirements of your future job. Please answer all questions. You may have a (T) response in more than one of the following questions.)

In my name check work I perform the following tasks:

- a. I prepare completed name checks and fill out the forms and submit the case for POA, OA, PCSA or CSA activity. () ()

- b. I conduct completed research on individuals to support counterintelligence case work. ()

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- c. I conduct completed research on individuals to support target studies, or other operational inquiries. () ()
- d. My only task is to find and present to my supervisor (or another in my office) specific files or documents as directed by that other person. () ()
- e. After I have completed the research concerning an individual I prepare a written report or dispatch to be sent to individuals or organizations separate from the immediate office to which I am assigned. () ()
- f. As a result of my research I do not prepare a complete written report to be sent to other areas. I do prepare a written resume of the research and this resume is submitted to my supervisor or others in my office. () ()
- g. (Reference question 4f above) My supervisor or someone other than myself prepares the final report of the research based in part upon my written resume. () ()
- h. I recover all the documents and files that I can find as a result of my own research and submit them in an un-collated fashion to others. Others, then, prepare final collation and the written report. () ()
5. My job requires me to do biographic research, but is not described by the questions 4a through 4h above. () ()

I describe my job as follows: _____

_____.

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